



# Highway Committee

## Committee Meeting

60 Central Ave.  
Cortland, NY 13045  
<https://www.cortlandcountyny.gov>

### ~ Agenda ~

Tuesday, September 10, 2024

10:00 AM

Room 302

### WebEx Meeting Information

<https://cortlandny.webex.com/cortlandny/j.php?MTID=md4e5b75d8571b678cf7544fb2741e32a>

Tuesday, September 10, 2024 10:00 AM | 1 hour | (UTC-04:00) Eastern Time (US & Canada)

Meeting number: 2342 576 1237

Password: uSJC6unuC48

Join by phone

+1-415-655-0001 US Toll

Access code: 234 257 61237

### CALL TO ORDER

| Attendee Name                          | Present                  | Absent                   | Late                     | Arrived |
|----------------------------------------|--------------------------|--------------------------|--------------------------|---------|
| Committee Member Cathy Bischoff        | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |         |
| Committee Member Paul Heider           | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |         |
| Committee Member Linda Jones           | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |         |
| Committee Member Dominick Mantella     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |         |
| Committee Member Keith VanGorder       | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |         |
| Committee Vice-Chair Ronald J. Van Dee | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |         |
| Committee Chair Christopher Newell     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |         |

### MINUTES

1. Highway Committee - Committee Meeting - Aug 6, 2024 10:00 AM

### RESOLUTIONS

#### ON MOTION OF NEWELL

#### AGENDA ITEM NO. 1

#### **Abolish One Heavy Equipment Maintenance Mechanic/ Create One Heavy Equipment Maintenance Mechanic/Heavy Equipment Maintenance Mechanic Trainee - Highway Department**

WHEREAS, the needs of the Highway Department will be better served by abolishing one (1) Heavy Equipment Maintenance Mechanic position and creating one (1) Heavy Equipment Maintenance Mechanic/Heavy Equipment Maintenance Mechanic Trainee position; AND

WHEREAS, the Highway Committee recommends the abolition and creation of these positions; NOW THEREFORE BE IT;

RESOLVED, that one (1) position of Heavy Equipment Maintenance Mechanic (Grade 17, CSEA, \$24.6877-\$31.2484, non-competitive class, full time with benefits) be and hereby is abolished effective September 26, 2024 at midnight; AND BE IT FURTHER;

RESOLVED, that one (1) position of Heavy Equipment Maintenance Mechanic/Heavy

Equipment Maintenance Mechanic Trainee (Grade 17, CSEA, \$24.6877-\$31.2484, non-competitive class, full time with benefits or Grade 13, CSEA, \$21.5585-\$27.2876, pending jurisdictional class, full time with benefits) be created with approval to fill effective September 27, 2024 at 12:01 AM.

## **ON MOTION OF NEWELL**

## **AGENDA ITEM NO. 2**

### **Award Bid for Roof Installation for the Salt Storage Barn - Highway Department**

WHEREAS, the Cortland County Highway Department advertised for bids for the installation of the new metal roof for the Salt Storage Barn; AND

WHEREAS, the Cortland County Highway Department has received the following bids for the installation of the new metal roof for the Salt Storage Barn;

| <u>BIDDERS</u>                 | <u>BID</u>   |
|--------------------------------|--------------|
| Complete Construction Concepts | \$ 61,750.00 |
| Park Lane Construction, LLC    | \$ 89,544.00 |
| Clapper Construction LLC       | \$ 95,800.00 |
| Hale Contracting Inc           | \$100,513.00 |
| Syracuse Sheet Metal Co., Inc  | \$116,026.00 |
| Axe Construction Services      | \$149,000.00 |
| First General Services         | \$197,412.00 |
| Titan Roofing, Inc             | \$247,900.00 |
| Nuvista Designs                | \$520,000.00 |

; NOW THEREFORE BE IT

RESOLVED, that in accordance with the recommendations of the Highway Committee, the Cortland County Legislature hereby awards the agreement for the installation of the new metal roof for the Salt Storage Barn to the lowest bidder, Complete Construction Concepts for the bid price listed above; AND BE IT FURTHER

RESOLVED, that the County Administrator, upon approval by the County Attorney or designee, and subject to appropriation of funding by the Legislature, is hereby authorized and directed to execute an agreement with Complete Construction Concepts for an amount not to exceed \$61,750.00; AND BE IT FURTHER

RESOLVED, that the Cortland County Finance Director is hereby authorized and directed to make payment from Account D51105.54077.7306 for the installation of the new metal roof for the Salt Storage Barn to the lowest bidder, Complete Construction Concepts.

## **ON MOTION OF NEWELL**

## **AGENDA ITEM NO. 3**

### **Amend Establishment of Dwyer Park Memorial Repair Reserve**

WHEREAS, Resolution No. 436-17 established the Dwyer Park Memorial Repair Reserve (the reserve) for repairs to the main pavilion; AND

WHEREAS, Resolution No. 206-18 amended resolution no. 436-17 to allow the use of the reserve for all necessary repairs at the main pavilion or other Dwyer Memorial Park facilities and structures; AND

WHEREAS, it is the recommendation of the County Administrator and Cortland County Highway Committee to provide a funding mechanism for the reserve; NOW THEREFORE BE IT

RESOLVED, the Cortland County Legislature authorize annually adding to the reserve (A.386300.DWPK) any unspent budget in A71105.52320 and A71105.54076; AND BE IT FURTHER

RESOLVED, the approved uses of the reserve are for repairs, maintenance or capital improvements at Dwyer Park.

## **ON MOTION OF NEWELL**

## **AGENDA ITEM NO. 4**

### **Authorize Stipend for Additional Duties - Superintendent of Highways and Deputy Superintendent of Highways - Highway Department**

WHEREAS, the oversight of County capital projects has been being performed by Charles Sudbrink, Superintendent of Highways, and Alan Ricottilli, Deputy Superintendent of Highways since April 1, 2024; AND

WHEREAS, the Highway Committee recommends compensating Charles Sudbrink and Alan Ricottilli with a stipend which would not be added to their base salaries for performing these duties; NOW THEREFORE BE IT

RESOLVED, that Charles Sudbrink will receive an \$8,745 stipend, and Alan Ricottilli will receive a \$6,399 stipend for the oversight of County capital projects for 2024; AND BE IT FURTHER

RESOVLED, that this payment shall be included in the last paycheck in December 2024.

## **DISCUSSION ITEMS**

1. Dwyer Memorial Park Citizen's Advisory Board Update
2. Leachate/Sludge MOU with City of Cortland

## **REPORTS**

1. Solid Waste Report
2. Highway Department Monthly Report

## **ADJOURNMENT**